



“The World Is Our Family”
A North Carolina Public Charter School

CAROLINA
International School

9545 Poplar Tent Rd., Concord, NC 28027
704.455.3847 (phone) | 704.455.4672 (fax)

BOARD OF DIRECTORS MEETING MINUTES

Date: Thursday, March 16, 2023

Meeting Purpose: Regular Scheduled Meeting

Time: 6:30 p.m.

Location: Carolina International School (In-person Meeting & via Zoom)

Prepared by: Bob Gorham (Secretary for Board)

Board Members in Attendance: Kasi Eagle, Sharon Smith, Bob Gorham, Erika Lawrence, Camela Ford, Bill Jackson

Board Members Not in Attendance: Kevin Fauth

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly (Finance/HR Manager), Sarah Grafton (Principal), Mica Smith, Michael Sheppard, Other attendees present via Zoom

Call to Order 6:35 pm – Kasi Eagle

CIS Mission and Values –Read by Mica Smith

Grade Level Service Project Report – Mr. Anthony Grant

- Butterfly Garden for May, National Honor Society activities,
- Report on Black History Month in Elementary, Ms. Donaldson- Figures of Success and those making great contributions. Students wore costumes and made presentations during school sessions.

Secretary Report - Bob Gorham- Minutes of February Board meeting submitted to Board prior to meeting for review. No changes noted by members. Bob Gorham recommended dispense reading of minutes, Motion by Sharon Smith, 2nd by Erika Lawrence. Minutes accepted by Board. To be posted on CIS Website as directed to Ms. Rahilly.

Facilities Committee Report – Bob Gorham (Chair)

- Met with Mr. Harris and Dr. Bryant on March 16th for update.
- Reviewed priority items from Dr. Bryant on consultant’s recommendations.
- Mentioned school painting to be completed as part of budget.
- Roof Repairs completed per estimate of \$4,141.44.
- Blinds need replacement in classroom (Need plan to purchase and get bid)
- Gazebo discussion
- Nature Trail Redevelopment Work – 95% completion

- Backflow testing completed.
- Preparing Dry Pond for annual testing.

Finance Committee Report - Kevin Fauth (Chair) (Presented by Ms. Rahilly)

- Ms. Rahilly reported in the absence of Kevin Fauth.
- Finance Committee met on Tuesday, March 14, 2023.
- Received an increase in Federal funds for 3 different grants, received reduction in state funding for student transfers. Net increase to CIS is \$26,625.
- Filed for DHHS grant reimbursement for social worker, funds will be deposited back to salary line.
- Filed for sales tax reimbursement in the amount of \$12,718. (This is over budgeted revenue for sales tax reimbursement.)
- The February financials reflect an increase in our salary line due to payment of 2nd quarter athletic stipends.
- Administrative services, contracted services, facilities, and technology are tracking over budget.
- Continuing to spend cautiously as needed to maintain a minimal surplus at year end.

Academic Standards Committee Report – Dr. Camela Ford (Chair)

- Student growth this year.
- EC Department compliance concerns.
- Working toward getting more licensed teachers
- Hiring for 3 key positions – Environmental Coordinator, Intermediate Coordinator, K-12 Principal

Head of School Report –Dr. Paul Bryant (Report submitted to BOD- reference for details)

- Reported on Enrollment and ADM -721 students, current attendance 711. Projected for 850 students in 23-24 cycle that started on November 1. Received 373 applications to date for new enrollment cycle. 156 available seats
- COVID Update – One active COVID case involving staff members.
- Project ADAM to come on board to designate school with a Heart Safe School designation.
- Health and Wellness Fair scheduled for March 30, planned by Mrs. Erikson.
- Mobile Dental Clinic is coming on April 27th.
- **Community Partnership Update –**
- Established first stage of partnership with the Concord Parks and Recreational to begin developing a plan of possible athletic field projects. Stage one involves testing of soil and proposed areas for possible development. Seeding, lining and fieldwork on field.
- Working with NOAA to set up weather station on campus.

Facilities Maintenance Report (see referenced in Facilities Committee Report)

Nature Trail Pictures shown in addition to previous report.

- **Referred to Ms. Rahilly regarding Finance and Personnel reporting** in prior update.
 - o No new hires during month
- **Other Items**

- Planning for Charter Renewal visit on April 3, 2023.
- Begin 5-year Arbitrage Rebate Calculation (Bond Requirement).
- Required testing for EL program completed.

Principal's Report – Sarah Grafton (Report submitted and copied as part of HOS Report to BOD)

High School

- Some special events in high school are that we have some students volunteering at the Special Olympics. They will serve as buddies and are looking forward to it.
- The National Honor Society continues to seek ways to support our community by hosting a Red Cross Blood Drive. NHS has an induction ceremony on March 23.
- The Yearbook class is cleaning up and making final edits to 2 yearbooks this year.
- Our painting class is working on the sets for the school musical, Sound of Music.
- Our juniors took the ACT on Tuesday which is a step towards their progression towards graduation. Ms. Huckabey has begun to work with them on the necessary steps for applying to college in August. She is also working with our tenth graders to support them in taking classes through the Career and College Promise program. Currently, 43% of our seniors and 38% of juniors are taking college level courses. For the 23-24 school year, we hope to reach 50% of juniors and seniors taking courses either through Rowan Cabarrus Community College or Central Piedmont Community College

Athletic Programs - Updates

- Middle School Girls Volleyball won the conference tournament championship.
- Middle School Boys Basketball won the regular season champions.
- Varsity Women's Soccer gets first recorded win in record school history according to NCHSAA.
- First year season for Middle School Flag Football at Carolina International School.

Middle School Summer Reteach Plans

- Math - 6th Grade (Brockway), 7th Grade (Davis), 8th Grade (George)
- ELA - 6th Grade (Jones), 8th Grade (Smith), 7th Grade (Split)
- Science - 8th Grade (Furlough)

Project-Based Learning

- There has been a considerable amount of project-based learning happening across all subject areas:
 - **Mr. Brockway (Math) - Hidden Figures Project** - Students watched the film for Black History Month; then completed a series problems requiring intense calculations with the aid of technology to simulate the mathematical prowess the three protagonists of the film had to possess to be successful mathematicians and engineers in their era.
 - **Mr. Jones (ELA) - Black History Month** - Students presented information their research about a historical black figure of their choosing. The project required that they include multimedia components as well.
 - **Mr. Jones (ELA) - Women's History Month** - Students are currently researching and writing a paper about women who have made considerable contributions to society.

S.E.L.

- Mrs. Erickson and I continue to hold biweekly grade level meetings with the students to discuss how to incorporate the school's four core values into their everyday character.
- SYDKIMYL continues to come biweekly to support our SEL efforts by presenting to each middle school homeroom.
- Mrs. Erickson's weekly boys' and girls' group are doing great. The boys especially are getting a lot out of it. They are currently studying the late Kobe Bryant's book *The Mamba Mentality*.

Elementary School Updates:**Academics and Instruction**

- 4th and 5th grades will take NC Check-Ins March 14-16.
- 3-5 PLCs have been making necessary adjustments to whole group and small group instruction based on student performance data to ensure that all students will show growth and/or proficiency on EOGs (increased concentrated, multimodal instruction)
- K-2 and 3-5 PLCs have been collaborating to review and discuss vertical alignment in Reading and Math from grade to grade.
- 2nd grade has been collaborating with middle school science teachers to plan to engage, meaningful 2nd grade science lessons.
- 5th grade teachers have been collaborating with middle school math teachers to plan accelerated math lessons and instruction for advanced 5th grade math students.

International Women's Day

- K-5 students participated in various activities within their classrooms in celebration of International Women's Day on March 8.

Read Across America

- Our third grades classes paired up with our first-grade classes for Read Across America on March 2. 3rd grade students read to first grade students. This was a great opportunity to empower our 3rd graders as peer buddies while they practiced reading aloud!

Black History Living Museum

- Grades 3-5 hosted a Black History Living Museum on February 24, and it was a huge success! All of our 3rd-5th grade students conducted research on African Americans who made major, positive contributions to history, past and present.

Field Trips

- On February 17, both fourth grade classes took a field trip to Raleigh as an extension of their study of North Carolina. Students, teachers, and chaperones were able to visit the Legislative Building, Capitol Building, Museum of History, and the Museum of Natural Science.
- On February 13, our third classes participated in an on-campus field trip experience, The World in Our Backyard - Native Americans.

Upcoming

- Spring Book Fair April 3- 6

Teachers Rep Report – Mica Smith

- CIS School Happenings report submitted to BOD.

PTSO Report – Ms. Forney

- Met in February,
- Reintroduced to help with school events.
- Adopt a Teacher Program
- Teacher Appreciation week.
- Expecting to hold May meeting.

Old Business – None

New Business -

- Motion for CIS to get RFP for Bus Transportation (as recommended by Br. Bryant) – Motion by Bob Gorham, 2nd by Dr. Ford. No objections.

Open Comments - 3 minutes per person

- **Adolphus Noble** – Voiced concerns about Sports program expansion and absence of drama program and school funding initiatives.
- **Tamara Ingold** – Spoke about changes to mandatory services for EC – update.
- **Adrian Hill** – Thanks expressed to Dr. Bryant and Ms. Grafton for their hard work.
- **Shane Evans** – Concerns, long term substitute in 5th grade and 8th Grade Science – several students failing.

Closed Session

Motion to go to Closed Session by Dr. Ford, 2nd by Erika Lawrence. – No Objections.

- Discussion only – no business voted on during closed session.

Open Session

Motion to adjourn by Dr. Ford, 2nd by Bill Jackson - No objections.

Meeting adjourned @ 8:25 p.m.

Next regular BOD meeting scheduled for April 20th, 2023, at CIS.